

**COOK CITY COUNCIL  
REGULAR MEETING MINUTES  
OCTOBER 26, 2017 – COOK CITY HALL – 6 PM**

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**TIME AND PLACE:** A Regular Meeting of the Cook City Council was held at 6 PM on Thursday, October 26, 2017 at the Cook City Hall.

**CALL TO ORDER:** Mayor Harold Johnston called the meeting to order at 6 PM.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Mayor Harold Johnston.

**ATTENDANCE:** Present at Roll Call was Mayor Harold Johnston and City Councilors Jody Bixby, Kim Brunner and Elizabeth Storm. Absent was Councilor Karen Hollanitsch. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Stephanie Beaudry, John Jammick of JPJ Engineering, The Cook News Herald, and Larry Rodgers of Arrowhead Transit.

**ADDs/DELETES:** None

**PUBLIC FORUM:**

**John Jammick – JPJ Engineering**

*2016 Infrastructure Improvements:* An Infrastructure Improvement Project change order allowed the Vermilion Blvd. paving in front of the new Cook Care Center to be completed. Councilor Storm expressed that the street looks great and the residents are very grateful. Mayor Johnston wants to send a letter of thanks to KGM for their timeliness.

*River Street Bridge:* The County is taking bids on the bridge project through November 9, 2017. Once the project is bid, the city is in charge of the management of the project. Work on the bridge is scheduled to start right after July 4, 2018. Administrator Martinson requested that we have a concept drawing and information in a timely fashion so that the city can communicate with its residents and businesses about the project. Mayor Johnston asked how long the bridge would be closed. Jammick estimated about three months.

Partial Pay Estimate #4 for Tony's Construction in the amount of \$2,721.75 needs to be approved as well as Change Order #2 for the Cook Care Center – City ROW – and Part 2 – City of Cook Infrastructure project with a deduction of \$62641.25 and Change Order #3 for the Cook Care Center – City ROW – and Part 2 – City of Cook Infrastructure project with a deduction of \$10,240.20. Motion by Storm, second by Brunner to approve Partial Pay Estimate #4, Change Order #2, and Change Order #3. **MOTION CARRIED** KGM Contractors, Inc. invoice #937492937 in the amount of \$68,333.25 for the Vermilion Blvd. paving needs approval. Motion by Brunner, second by Bixby to approve payment to KGM. **MOTION CARRIED**

**Arrowhead Transit**

Larry Rodgers of Arrowhead Transit talked with the council about the service they provide to Cook. He wants to make sure the service STAYS in Cook but in order for it to do so, people need to use it. The Cook route has been in town since August. Only a couple of people have used the service since its start date; that is not enough usage to keep the service in Cook. Arrowhead Transit has a billboard and has sent out postcards in an effort to get the word out. Anything the City can do to get the word out would be very helpful. The cost is free right now but eventually it would be \$1 one-way. The City of Cook is serviced from 9 am - 12 noon on Tuesdays & Thursdays.

**APPROVAL OF MINUTES:** See Consent Agenda.

**CONSENT AGENDA:** Motion by Storm, second by Bixby to approve the Consent Agenda. **MOTION CARRIED**

- A. Approval/correction of the Regular Council Minutes of September 28, 2017
- B. Approval/correction of Special Council Meeting Minutes of September 28, 2017 – 2018 Proposed Budget & Levy – Library & Parks and Beautification
- C. Bill Presentation

Paid since last presentation	\$ 140,538.57
Presented for payment	\$ 141,842.48

- D. Ambulance Service October 2017 Report
- E. Reporting of the September 2017 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2017	\$ 157,578.37	\$ 1,228,980.98
2016	\$ 150,333.35	\$ 1,217,143.95
	\$ 7,245.02	\$ 11,837.03

- F. Resolution – September 2017 Donations Designated

**COMMISSION AND STAFF REPORTS:**

**Airport**

Approval is needed for the payment of two invoices: Reichel Electric invoice #3678 in the amount of \$3,180.49 for the Fuel System Repair project and SEH invoice #339348 in the amount of \$13,405.00 for the Airport Master Plan project. Motion by Brunner, second by Bixby to approve the afore-mentioned invoices. **MOTION CARRIED**

**Ambulance**

Recommendation by the personnel committee to promote Marilyn Hannan. Safety training and programs, emergency management, and building inspections are being added to her job duties. These are necessary city duties that will benefit from having a person designated to be responsible for them. The City’s HR consultant recommends a starting pay of \$15.01/hr. This would put her at PG5, Step 6, with an effective date of November 1, 2017.

**Lake Vermilion Trail**

Councilor Storm reported that all townships signed the Joint Powers Agreement except for Breitung; this will not affect the organization or the mission. The Lake Vermilion Trail (LVT) will be applying for a grant in the future. Someone will be needed from the City of Cook to be a LVT board member. Anyone interested should contact Councilor Storm. Mayor Johnston asked what their LVT’s current legal status is. Councilor Storm stated that it will become a JPA, with each member paying a per capita fee.

**Library**

The Arrowhead Library System sent a letter to the City recognizing the additional operating hours of the Cook Library. It was reported that the technology classes at the library have been successful and have had good attendance.

**Safety – NIMS Training**

All City staff (this includes our elected officials) must take and pass NIMS (National Incident Management System) training. Those who have taken the training in the past will have to re-do it because the plans have been updated. The training is online and takes about three hours to complete. Different staff members may have to take multiple NIMS training depending on their position. Our goal is to have everyone completed with their training by December 31, 2017.

**OLD BUSINESS:**

**City Bow Hunt**

As of today, there have been four doe taken in the bow hunt.

**City/HRA Commercial Rehabilitation Project**

Administrator Martinson and Reed Erickson are working to get the final application in by December 1, 2017.

**Hwy 53 striping**

The striping on Hwy 53 is done; it looks really nice.

**NEW BUSINESS:**

**Old Muni**

The Old Muni has requested an early serving time of 8 AM on Sunday, October 29, 2017, beyond the City Ordinance of 12 Noon. There is an NFL football game being broadcast from London which they would like to be open for. Motion by Storm, second by Bixby to approve the early opening of 8 AM. **MOTION CARRIED**

**Resolution – paint supplier**

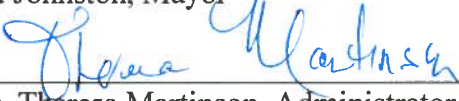
A resolution is needed to allow the City attorney to begin legal action against a paint supplier. Motion by Brunner, second by Bixby to pass a resolution for the aforementioned legal action. **MOTION CARRIED**

**COUNCIL FORUM:** Councilor Storm reminded everyone about the discussion at last month’s council meeting about how wonderful Cook is. She reminded everyone to promote Cook. Councilor Brunner stated that the City thanks Bud Ranta for his almost 33 years of service. Administrator Martinson shared that Cook’s Country Christmas is going to be held at the Cook Community Center on December 1, 2017. There will be more details to follow.

**ADJOURNMENT:** There being no further business brought before the Council, Motion to adjourn at 7:05 PM by Brunner and second by Bixby. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723

  
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Harold Johnston, Mayor

  
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Attest: Theresa Martinson, Administrator - Clerk/Treasurer

  
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Recorder: Stephanie Beaudry, Deputy Clerk/Treasurer

City Council meeting – October 26, 2017